CSWG Process Review:
Procurement Services

Katherine Luhmann
Procurement Analyst
I & L Contracts (LB)

Process Overview: Mission Summary

To fully support the Marine Corps in the procurement of supplies and services.

Key Elements:

- Directly tied to the readiness of Marine Corps operational forces
- Expertise to acquire best value goods and services
- Accomplished whenever and wherever the mission of the Marine Corps is executed

Process Overview: Mission Summary (Cont.)

Customers:

- Primary customers are bases and stations and their tenant commands, and the warfighting Commander in support of contingency operations

Other Pertinent Info:

- Function provided by both civilian and military (MOS 3044 and 9656)
- MOS 3044 and 9656 deploy with operational forces
- Serve as provider of services and business advisor for the requirements generators

Process Review Assessment Chart
PROVIDE PROCUREMENT SERVICES

Process Breakdown Table	Core Assessment Table				Risk Assessment Table		
	Core	Core Critical Enabler	Non-Core Must be Govt	Non-Core Avail. In Market	Direct Effect on Operational Forces	Criticality	Military Perf Rqmt
A. Solicit, Award and Administer large contracts, simplified acquisitions, and task orders		✓					H
B. Perform Contingency Contracting		✓					H
C. Administer Government Credit Card Program		✓					M

Process Review Assessment Chart (Cont.)
PROVIDE PROCUREMENT SERVICES

Process Breakdown Table	Core Assessment Table				Risk Assessment Table		
	Core	Core Critical Enabler	Non-Core Must be Govt	Non-Core Avail. In Market	Direct Effect on Operational Forces	Criticality	Military Perf Rqmt
D. Train/Develop MOS 3044 Contingency Contracting Workforce		✓					M
E. Perform Strategic Acquisition Planning w/Customers and Assist Customers with Requirements Development		✓					M

Process Review Assessment Chart (Cont.)
PROVIDE PROCUREMENT SERVICES

Process Breakdown Table	Core Assessment Table				Risk Assessment Table		
	Core	Core Critical Enabler	Non-Core Must be Govt	Non-Core Avail. In Market	Direct Effect on Operational Forces	Criticality	Military Perf Rqmt
F. Assign and train COTRs and provide QAE Support to monitor and document performance			✓				M
G. Perform Sustainment Activities for the Procurement Process & Subprocesses			✓				L

Core Assessment Table:

Justifying Core Critical Enablers

Subprocess	Justification
A. Solicit, Award and Administer large contracts, simplified acquisitions, and task orders.	Military Personnel Training, Management, oversight, representation, and decision-making for acquisition and requirements development.
B. Perform Contingency Contracting	Military Personnel Training, Management, oversight, representation, and decision-making for acquisition and requirements development.
C. Administer Government Credit Card Program	Military Personnel Training, Management, oversight, representation, and decision-making for acquisition and requirements development.

Back-Up Chart 1

Core Assessment Table:

Justifying Core Critical Enablers (Cont.)

Subprocess	Justification
D. Train/Develop MOS 3044 Contingency Contracting Workforce	Military Personnel Training, Management, oversight, representation, and decision-making for acquisition and requirements development.
E. Perform Strategic Acquisition Planning w/Customers and Assist Customers with Requirements Development	Military Personnel Training, Management, oversight, representation, and decision-making for acquisition and requirements development.

Back-Up Chart 1

Core Assessment Table:

Justifying Non-Core Competencies (Must Be Gov't)

Subprocess	Justification
F. Assign and train COTRs and provide QAE Support to monitor and document performance	Requirements development and oversight for services done by others
G. Perform Sustainment Activities for the Procurement Process & Subprocesses	Management, oversight and decision making for all core critical enablers

Back-Up Chart 3

Risk Assessment Table:
Military Performance Rqmt

Subprocess	Justification for "M" or "H" Risk
A. Solicit, Award and Administer large contracts, simplified acquisitions, and task orders.	With the possible exception of contract closeout, military knowledge and skills associated with this process are required for MOS 3044 and 9656 while in garrison in order to ensure competencies to provide Contingency Contracting support are met.
B. Perform Contingency Contracting	Military knowledge and skills associated with this process are required for MOS 3044 and 9656 to provide direct support to deployable forces during a contingency or humanitarian operation. Civilian personnel do not deploy with a military unit.

Back-Up Chart 6

Risk Assessment Table: Military Performance Rqmt (Cont.)

Subprocess	Justification for "M" or "H" Risk
C. Administer Governmentwide Commercial Purchase Card Program	Military knowledge and skills associated with this process are necessary for MOS 3044 and 9656 to ensure maximum capability of all procurement methods are available to support deployable forces during a contingency or humanitarian operations.
D. Train/Develop MOS 3044 Contingency Contracting Workforce	Military knowledge and skills associated with this process are important for MOS 3044 and 9656 to convey lessons learned and best practices obtained during contingency or humanitarian operations.

Risk Assessment Table: Military Performance Rqmt (Cont.)

Subprocess	Justification for "M" or "H" Risk
E. Perform Strategic Acquisition Planning w/Customers and Assist Customers with Requirements Development	Military knowledge and skills associated with this process are necessary for MOS 3044 and 9656 to ensure adequate planning of contract support for operation and stategic plans is provided. Further, the relative importance of acquisition planning and assisting customers with requirements development becomes increasingly more important when the customer is unable to articulate their requirements.
F. Assign and train COTRs and provide QAE Support to monitor and document performance	Military knowledge and skills associated with this process are necessary for MOS 3044 and 9656 to ensure performance monitoring and documentation of contract support during contingency or humanitarian operations.

Back-Up Chart 6